

~~CONFIDENTIAL~~

04 SEP 1986

IF [ ] -86 25X1  
CY # 002

MEMORANDUM FOR: Director of Finance

VIA: Deputy Director for Administration

FROM: " [ ] 25X1  
Director of Security

25X1 SUBJECT: Cash Overage [ ]

REFERENCE: [ ] 25X1

1. In accordance with the reporting requirements as outlined in [ ] the following information is furnished: 25X1

- Amount involved: \$5.00.
- Date Overage became known: 4 October 1984.

[ ] 25X1

• Opinion of the operating official as to the probable cause of overage: The overage appears to have occurred as a result of instructions from Headquarters. In an attempt to clear a previous overage, entries were made on the instructions of an IG audit team. A \$5.00 overage resulted and it seems this \$5.00 is that overage.

2. In accordance with the provisions of [ ] 25X1  
have settled this overage and determined that there was no negligence on the custodians part. Proper accounting procedures are being followed [ ].

3. A voucher has been prepared with a copy attached debiting the imprest account and crediting miscellaneous receipts. 25X1

[ ]

---WARNING NOTICE---  
INTELLIGENCE SOURCES  
OR METHODS INVOLVED

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SUBJECT: Cash Overage

25X1

OS/AS/B&F

(3 Sep 86)

25X1

Distribution:

Orig - Adse

① - DDA

1 - D/S

1 - OS Registry

1 - AS Chrono

1 - Budget Branch

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